

# Utah Special Education Program Improvement Planning System (UPIPS)

## YEAR 2

### Implementation of Self-Assessment Findings and On-Site Validation Visit from USOE

2008-2009			
July-August	September-May	Within 90 Days of Receiving Report	June-July
<div>USOE reviews Self-Assessment Report, previous UPIPs data, and desk audit results and determines if on-site visit is needed.</div> <div>If on-site visit is needed:  USOE schedules on-site validation visit with Director.  USOE notifies LEA of schedule for on-site validation visits &amp; activities of the visit.</div>	<ul style="list-style-type: none"> <li>Implement Program Improvement Plan.</li> <li>Implement Corrective Action Plan.</li> <li>Correct file errors identified during self-assessment process.</li> </ul> <div> <u>If on-site visit is needed:</u>            USOE gathers additional data from LEA in preparation for on-site visit.             USOE notifies LEA of sites two weeks before on-site validation visit.             USOE conducts on-site validation visits to validate the LEA's self-assessment report findings and summarizes data into final UPIPS report.             USOE summarizes data from on-site validation visit into a UPIPS Final Report.         </div>	<ul style="list-style-type: none"> <li>Share UPIPs report with local School Board and Public.</li> <li>Submit evidence of sharing report to USOE.</li> <li>Revise the PIP and CAP, if needed, to reflect additional findings.</li> <li>Submit revised PIP and CAP, if needed.</li> </ul> <div>           If on-site visit is NOT needed:             USOE shares LEA's UPIPS Self-Assessment Report Executive Summary with the public.         </div>	<ul style="list-style-type: none"> <li>Implement revised PIP and CAP.</li> <li>Plan professional development activities to facilitate PIP and CAP.</li> <li>Submit evidence of correction of all noncompliance identified during Year 1 Self-Assessment process.</li> <li>Begin file correction activities for individual file errors identified during on-site validation visit (if applicable).</li> <li>Submit report on PIP progress &amp; previous CAPs completed by <b>June 30, 2009</b>.</li> </ul> <div>           USOE will track correction of noncompliance as evidence is submitted.             USOE will track progress on CAP and PIP.         </div>